



Erie Area Business Workshops & Webinars

Helping businesses to connect the dots...

Small Business Appreciation Week is May 1-7, 2016

Check out www.coloradosmallbizweek.com for a calendar of events, workshops, webinars and celebrations that will take place throughout Colorado during small business week.

June, 2016

Marketing Essentials **Register**

Thursday, June 02, 2016 9:00 AM to 11:30 AM

Topic:

Break your marketing plan down into its core elements: Identify your market niche Develop a marketing strategy Determine a marketing budget Each component of the marketing plan will be discussed in detail, and attendees will receive several worksheets to help crystallize key portions of the plan. Location: Boulder Public Library Main Branch, 1001 Arapahoe Avenue in the Canyon Room

Speaker: Maureen (Mo) Kanwischer, Momentum Business Consulting

Location: Boulder SBDC

Fee: \$ 45.00

Building a Leadership Network **Register**

Friday, June 03, 2016 9:00 AM to 3:00 PM

This session will help you identify best business practices and find solutions to your business management challenges. You will also get the opportunity to work in group settings discussing the challenges of business development, leadership styles and much more. This is a “can’t miss” event if you are looking to grow your business, build strong networks and hone your leadership skills in a one day session!

Speaker: Kari Knutson, Knutson Consulting; Wendy Crockett, Lead4Life; Kendra Fernandez, FBD Strategies; Russell Jensen, Bust Out Colorado

Location: North Metro Denver SBDC - Brighton Satellite

Fee: \$ 25.00

2016 Leadership Collaborative Register

Thursday, June 02, 2016 3:00 PM to 3:00 PM, 2 sessions ending Friday, June 03

Topic:

****Start time June 2nd from 3pm-7pm, second day of the workshop is June 3rd, from 9am-3pm**** The 7 Stages of Entrepreneurial Growth and one entire day of Leadership Development through a Collaborative Effort Helping the Small Business Owners Predict, Prepare and Prosper Business Growth Specialist, Speaker, Trainer Laurie Taylor President of Flashpoint will be the Keynote at the 2016 Leadership Collaborative. If you have been struggling with growing your business this day and a half session will help you re-evaluate your business strategy. "Within each stage of growth are three unavoidable zones; preparation, performance, and pressure. The move from one stage of growth to another begins as soon as you land in any stage of growth. What a business does not get done in a specific stage of growth does not go away. Time will make a difference" Laurie Taylor. At this event you will uncover the root cause of the growth issue the obstacles to growth so you can eliminate growth trauma, and never misdiagnose what's really going on in your business as you determine the best path to success. Is it time to re-evaluate your situation? Join us at the 2016 Leadership Collaborative June 2-3 at the Armory at Brighton Cultural Center, 300 Strong St. Brighton, CO 80601 Spend Thursday evening learning to recognize what stage of development your business is in and Friday all day identifying your leadership style as you collaborate and learn from other business leaders. This is a can't miss event if you truly want to grow your business. To register highlight this link then right click then click on go to: <http://bit.ly/1UO4QOO> You will be taken to the Eventbrite page to purchase a ticket. Follow us on Twitter: @NMSBDC_Brighton for most current updates!

Speaker: Keynote: Laurie Taylor, Flashpoint Friday Speakers: Successful Business Leaders

Location: North Metro Denver SBDC - Brighton Satellite

Fee: \$ 53.74

Longmont Startup Week: Startup Roadmap Register

Tuesday, June 07, 2016 6:00 PM to 9:00 PM

Topic: Not Set

Plan the successful launch or growth of your business with the Startup Roadmap workshop. Instructors will use the Business Model Canvas to identify key challenges you'll need to address as your business grows. Attendees can expect to:

- Begin a draft of their Business Model Canvas
- Understand how it serves as a foundation for a business plan
- Draft basic financial projections and understand cash-flow vs. income
- Be provided a list of resources to dig deeper

Startup Roadmap is a three-hour, hands-on workshop with a focus on making key business concepts clear, accessible and actionable.

Speaker: Bing Chou, DealerHQ and Ian Netherton, CPA/ABV, CGMA

Location: Boulder SBDC - Longmont Satellite

Fee: \$ 45.00

Start-Up Orientation- Evening Workshop Register

Tuesday, June 07, 2016 6:00 PM to 8:00 PM

Topic: Start-up Assistance

Ready to start a business in Colorado? This comprehensive Business Startup Orientation has been designed as a starting place for anyone who is considering jumping into business for the first or seventh time. This seminar will provide you with a Colorado Startup Guide, free library resources to support your business, web resources, as well as a general overview of things to consider when starting a business. Join us in person for this workshop! During this workshop, you'll learn about:

- Business licensing requirements
- Business required taxes
- Legal forms or organization
- Components of a business plan
- Essentials for marketing
- Management requirements
- Financial planning
- Means to fund a business

Speaker: Jesse Esparza

Location: North Metro Denver SBDC

Fee: \$ 25.00

Longmont Startup Week: Ejemplos De Dificultades y Exitos De Dueños De Pequeña Empresas Register

Thursday, June 09, 2016 2:00 PM to 3:30 PM

Hay muchas responsabilidades que un dueño de una pequeña empresa tiene que cuidar diariamente. Es una de las experiencias más gratificantes cuando las cosas van bien, pero muy rara vez las cosas van bien y el dueño de un pequeño negocio debe estar preparado para actuar y tomar decisiones difíciles. Venga a un panel de empresarios individuales que han trabajado en este proceso y han tenido éxito y dificultades en sus negocios. Este panel proporcionará a los dueños de pequeñas empresas existentes y futuros algunos ejemplos y experiencias de primera mano de las penurias y los aspectos positivos de dirigir un negocio.

Speaker: Jesse Esparza, Morning Sun Enterprises, LLC

Location: Boulder SBDC - Longmont Satellite

Longmont Startup Week: Leveraging Your Intellectual Property Portfolio for Startup Success Register

Thursday, June 09, 2016 4:00 PM to 5:30 PM

Recent scholarship has reported a higher percentage of IPOs and acquisitions among startups that have received patents, and found that patents open the door to funding opportunities. The Director of the Rocky Mountain Regional United States Patent Office? will provide an overview of the key forms of intellectual property that startups should be on the lookout for, and consider protecting, and will then discuss the above findings in sharing several strategies to consider in leveraging IP to enhance the likelihood of commercial success. PLEASE

NOTE THE LOCATION OF THIS WORKSHOP IS AT BARRIO E: 471 Main Street, Longmont, CO 80501

Speaker: Molly Kocialski, United States Patent and Trademark Office, Director of Rocky Mountain Region

Location: Boulder SBDC - Longmont Satellite

Erie: Ready to Start a Business Register

Tuesday, June 14, 2016 6:00 PM to 7:45 PM

Topic: Not Set

Location Erie Library 400 Powers Street Erie, CO 80516

Location: East Colorado SBDC - Training Site - Erie High Plains Library, Erie

Fee: \$ 25.00

Start-Up Essentials Register

Wednesday, June 15, 2016 1:00 PM to 4:30 PM

Topic: Not Set

Attorney Theresa Pickner walks you through the nuts and bolts of starting your own business, including legal entity selection, taxes (sales, use, and payroll), liability protection, registering your trade name, and more. This workshop will help save time and stress by helping you determine which agencies to contact along with the forms you will need, and by providing the information necessary to make key decisions before completing your paperwork. You will receive a digital packet containing reference materials and forms you will need to get your

business started right away. Attendees may also arrange for a private consultation for up to an hour with Theresa Pickner at no extra charge. Location: Boulder Public Library Main Branch, 1001 Arapahoe Avenue in the Boulder Creek Room

Speaker: Theresa A. Pickner, Attorney at Law

Location: Boulder SBDC

Fee: \$ 45.00

How to do Business with CU Register

Tuesday, June 21, 2016 9:00 AM to 11:00 AM

Topic: Not Set

All interested suppliers are invited to attend a short, free session entitled 'How to do Business with CU'. Content is focused for business concerns interested in learning how the University's procurement process operates. Businesses which offer goods or services appropriate for University consumption are encouraged to attend. The session does not include information on student/student group purchasing or construction projects. Session topics will include: • Overview of University of Colorado System • Overview of Procurement Service Center (PSC): Payables & Purchasing • Introduction to University procurement process : Purchasing Thresholds & Competitive Solicitations • Introduction to CU Sourcing & Supplier Portal • Overview of University Small Business Program • Review of Information Packet: Contacts & Resources • Q & A Note: Attendance is NOT a requirement to do business with the University Location: Boulder Public Library Canyon Room (North Entrance)

Speaker: Penny Davis, University of Colorado Small Business Liaison Officer

Location: Boulder SBDC

Start-Up Orientation- Evening Workshop Register

Tuesday, June 21, 2016 6:00 PM to 8:00 PM

Topic: Start-up Assistance

Ready to start a business in Colorado? This comprehensive Business Startup Orientation has been designed as a starting place for anyone who is considering jumping into business for the first or seventh time. This seminar will provide you with a Colorado Startup Guide, free library resources to support your business, web resources, as well as a general overview of things to consider when starting a business. Join us in person for this workshop! During this workshop, you'll learn about: -Business licensing requirements -Business required taxes -Legal forms or organization -Components of a business plan -Essentials for marketing -Management requirements -Financial planning -Means to fund a business

Speaker: Jesse Esparza

Location: North Metro Denver SBDC

Fee: \$ 25.00

CEV Breakfast: How to Develop a Sales Compensation Program that Produces the Results You Need Register

Wednesday, June 22, 2016 8:00 AM to 10:00 AM

Topic: Not Set

Location: Boulder SBDC - Longmont Satellite

Engineering Training Series - CDOT Consultant Prequalification & Master Price Agreements Register

Thursday, June 23, 2016 9:00 AM to 12:00 PM

Topic: Not Set

The Boulder SBDC is hosting a special series of workshops for professional services firms in the construction industry. Thanks to sponsorship from Connect2DOT, this workshop is free to attend for qualified businesses (must be a professional service firm in the construction industry). The Colorado Department of Transportation (CDOT) spends nearly \$115 million every year with outside professional services firms. There are numerous opportunities for small business to provide A&E services including landscape architecture, civil and bridge engineering, environmental, geotechnical, surveying, and construction management. Last year, CDOT updated its policy to require all licensed professional service providers to be prequalified and have a Master Price Agreement (MPA). If you are interested in working on CDOT design projects as a prime or sub consultant, you don't want to miss this workshop. This session will be led by CDOT staff who will walk you through the process of technical and financial prequalification, as well as establishing an MPA to work with CDOT.

Speaker: Kyle Dilbert, Engineering Contracts Manager Engineering Contracts Colorado Department of Transportation Carlos Garcia, Lead Consultant Prequalification Engineering Contracts Colorado Department of Transportation Marguerite Molinas, Lead Contracting Officer Engineering Contracts Colorado Department of Transportation George Currie, CIA, CFE, CRMA, CICA Engineering Contracts Colorado Department of Transportation

Location: Boulder SBDC

TechVenture Series Register

Friday, June 24, 2016 8:00 AM to 12:00 PM, 5 sessions ending Friday, October 28

Topic: Not Set

Location: Boulder SBDC

Fee: \$ 545.00

BizModel Workshop - Strategic Planning for Business Development and Growth Register

Friday, June 24, 2016 9:00 AM to 4:00 PM

Topic: Business Basics

Forget Business Plans! The business planning method for the 21st Century is more practical and effective in not only starting a business but in growing a business through the different stages of business growth. A business model describes the value an organization offers to its customers. It illustrates the capabilities and resources required to create, market and deliver this value, and to generate profitable, sustainable revenue streams. The BIZMODEL Workshop offers systematic methodologies of business development strategies to deliver value and innovation to business planning offering a new perspective on business strategy using a business model template which will help you: 1. Identify your true business model and niche 2. Identify your real customer segments 3. Focus on the big picture (lowering the planning risk) 4. Reach beyond existing demand to show the scalability of the business 5. Develop the strategic sequence for the business 6. Identify key organizational hurdles 7. Build execution into the strategy How to structure the business to insure future growth using a reproducible manner, leading to opportunity while minimizing risk To help ensure the business model can be implemented in a way that it supports a viable business each participant will be given a follow up appointment to complete a business model that can be implemented/or presented to a lending institution. A light continental breakfast and light lunch will be served.

Speaker: SBDC Consultants

Location: North Metro Denver SBDC - Brighton Satellite

Fee: \$ 25.00

Introduction to Entrepreneurship for Teens [Register](#)

Saturday, June 25, 2016 10:00 AM to 4:00 PM

Topic: Not Set

Any teen interested in learning about entrepreneurship is encouraged to attend! Throughout the day, you will hear stories from real life entrepreneurs about how they started their own business and how you could start your own! This will be an interactive, hands-on day facilitated by a successful entrepreneur. You will work in teams throughout the day to walk through the process of manufacturing a product, creating plans, learning about product differentiation and market strategy with changing market conditions, and how to set a price for a product or service. This event is meant to be a fun way to explore if entrepreneurship might be a great career option for you! Lunch will be provided.

Speaker: Erin Lewis

Location: Boulder SBDC

What the New Overtime Rule Means for Small Business [Register](#)

Thursday, June 30, 2016 9:00 AM to 11:00 AM

The new overtime rules can seem overwhelming! What if you have someone on salary making less than the threshold amount of \$47,476? What if you can't afford to raise their pay? How do you communicate these changes to your staff? Come to this seminar and learn how you can deal with this change in your small business!

Speaker: Courtney Berg, CourtSide Consulting LLC

Location: Boulder SBDC

Fee: \$ 40.00

July, 2016

Start-Up Orientation- Evening Workshop [Register](#)

Tuesday, July 05, 2016 6:00 PM to 8:00 PM

Ready to start a business in Colorado? This comprehensive Business Startup Orientation has been designed as a starting place for anyone who is considering jumping into business for the first or seventh time. This seminar will provide you with a Colorado Startup Guide, free library resources to support your business, web resources, as well as a general overview of things to consider when starting a business. Join us in person for this workshop! During this workshop, you'll learn about: -Business licensing requirements -Business required taxes -Legal forms or organization -Components of a business plan -Essentials for marketing -Management requirements -Financial planning -Means to fund a business

Speaker: Jesse Esparza

Location: North Metro Denver SBDC

Fee: \$ 25.00

Carbon Valley: Ready to Start a Business [Register](#)

Tuesday, July 12, 2016 6:00 PM to 7:45 PM

Location: Carbon Valley Library 7 Park Avenue Firestone, CO 80504

Location: East Central Colorado SBDC - Firestone Satellite

Fee: \$ 25.00

Enlisting Brand Champions: How Happy Employees Grow Your Brand [Register](#)

Tuesday, July 12, 2016 9:30 AM to 11:30 AM

People do business with people they like...and trust. That's why you want your employees to be enthusiastic and well-informed as they engage with customers, vendors...and each other! Participants in this workshop will learn: • Simple tools and techniques for motivating employees to make positive impressions. • How to shape your business image with easy, budget-friendly practices. • Ways to project your business to job seekers as an "employer of choice."

Speaker: Mike Kohler

Location: North Metro Denver SBDC

Fee: \$ 25.00

Start-Up Essentials [Register](#)

Wednesday, July 13, 2016 1:00 PM to 4:30 PM

Attorney Theresa Pickner walks you through the nuts and bolts of starting your own business, including legal entity selection, taxes (sales, use, and payroll), liability protection, registering your trade name, and more. This workshop will help save time and stress by helping you determine which agencies to contact along with the forms you will need, and by providing the information necessary to make key decisions before completing your paperwork. You will receive a digital packet containing reference materials and forms you will need to get your business started right away. Attendees may also arrange for a private consultation for up to an hour with Theresa Pickner at no extra charge. Location: Boulder Public Library Main Branch, 1001 Arapahoe Avenue in the Canyon Room

Speaker: Theresa A. Pickner, Attorney at Law

Location: Boulder SBDC

Fee: \$ 45.00

Employee Empowerment Techniques [Register](#)

Thursday, July 14, 2016 9:00 AM to 11:00 AM

Are you searching for tools for realizing the best results from your employees? This course discusses techniques for employee empowerment. Applications for cultural change, brain storming, and rewards and recognition will be reviewed. The course teaches leaders how to inspire employees to be involved, be proactive, and to be action oriented for achieving results.

Speaker: Jon Jagers

Location: North Metro Denver SBDC

Fee: \$ 25.00

Business Resource Panel

Thursday, July 14, 2016 3:30 PM to 5:00 PM

Interested in starting your own business or growing the one you've got? The City of Boulder, the Boulder Public Library, and the Boulder Small Business Development Center are hosting an event to provide information about small business resources on the second Thursday of each quarter in the Boulder Creek Room in the Main Library from 3:30-5pm. The session is free and open to the public. Speakers from the city and business community will touch on topics including financial incentives, licensing, sales and use taxes, library resources, and small business support services provided locally.

Speaker: City of Boulder, Boulder Public Library, Boulder Small Business Development Center

Location: Boulder SBDC

Start-Up Orientation- Evening Workshop Register

Tuesday, July 19, 2016 6:00 PM to 8:00 PM

Ready to start a business in Colorado? This comprehensive Business Startup Orientation has been designed as a starting place for anyone who is considering jumping into business for the first or seventh time. This seminar will provide you with a Colorado Startup Guide, free library resources to support your business, web resources, as well as a general overview of things to consider when starting a business. Join us in person for this workshop! During this workshop, you'll learn about: -Business licensing requirements -Business required taxes -Legal forms or organization -Components of a business plan -Essentials for marketing -Management requirements -Financial planning -Means to fund a business

Speaker: Jesse Esparza

Location: North Metro Denver SBDC

Fee: \$ 25.00

Talking Shop: How Highly Engaged Employees Help You Boost Profits Register

Wednesday, July 20, 2016 9:30 AM to 11:30 AM

As you explore innovative ways to grow your business, within your organization you'll find a limitless source of ideas – your employees. A highly-engaged workforce wants to help you improve processes and profits. All you have to do is ask.

Speaker: Mike Kohler

Location: North Metro Denver SBDC

Fee: \$ 25.00

The Employee Life Cycle Register

Thursday, July 21, 2016 9:00 AM to 11:00 AM

So, you want to hire an employee: What paperwork do you have to complete? How much should you pay them? What if you have to fire them? This course will not only help you answer those questions, but will also provide a solid framework to help you hire the right person and better manage them. As a class participant, you will learn the steps in the employee life cycle: what to do before you hire someone, how to orient them to your company, and how to effectively set expectations and manage their behavior.

Speaker: Courtney Berg, SPHR, SHRM-SCP

Location: North Metro Denver SBDC

Fee: \$ 25.00

Biz Start Academy Register

Friday, July 22, 2016 9:00 AM to 1:00 PM

Today more people are starting their own business for many reasons; downsizing where they worked for many years; following a lifelong dream; freedom, etc. This half day workshop will get you in motion. Our facilitators will walk you through the start up steps: 1. What's in a Name 2. Determine a Legal Structure 3. Where to register your business name. Check the Secretary of State Business data base to see if it is available. 4. How to get an FEIN (Federal Employee Identification Number). 5. What business licenses you need. 6. Doing Business with your municipality 7. Understanding Federal State, county and city tax requirements. 8. Understand how to obtain a business bank account. 9. Why you need business insurance. 10. Business finance and taxes. 11. Meet with counselors to get questions answered and set up a

follow up appointment. This training will take a few hours but in the end you will have a better understanding of how to start and run your business and all the confusion surrounding licensing and legal requirements will be behind you. What is more you will be an entrepreneur with a network of advisers and documents to get you off on the right foot. Light continental breakfast provided.

Speaker: Kendra Fernandez, FBD Strategies Chuong M. Le, The 3iLaw Jean Starr, City of Brighton Sales Tax Division Jennifer Holmes, City of Brighton One Stop Center Lynn Weintraub, Colorado Business Accounting and Consultants Corp. Valerie Escatel, Valley Bank & Trust Gabe Lopez, Nationwide Insurance Teri Sanchez, SBDC

Location: North Metro Denver SBDC - Brighton Satellite

Fee: \$ 25.00

Building a Team to Get Things Done: A Virtual Workforce Register

Tuesday, July 26, 2016 6:00 PM to 8:00 PM

The workforce is changing quickly. Hiring and retaining good team members is a challenge. How can you leverage a high quality workforce and use technology to get more work done and help your business grow? We will explore: • Could you benefit from a virtual workforce? • How to hire to get more work done • Creating processes that work • Pitfalls to avoid – lessons learned • Are there key benefits you can provide employees besides just money? Peter Brissette operates his business with a virtual staff, many in other states. He employs high quality workers at a reasonable rate, and does not have to hire full time workers. Workers benefit in this situation by working from home on their own schedules.

Speaker: Peter Brissette

Location: North Metro Denver SBDC

Fee: \$ 25.00

10+ Strategies for Hiring your First Employee Register

Wednesday, July 27, 2016 9:00 AM to 11:30 AM

This course will explore teachings and strategies to hire for the right fit, tips to manage employees effectively, common mistakes new business owners make, trusting your instincts, developing leadership skills, building people, process and performance. How to maximize special talents. Keys to establishing work ethics and conflict resolution within the office.

Speaker: Jacquelyn Jones

Location: North Metro Denver SBDC

Fee: \$ 25.00

Updated 04.29.2016

ONLINE WEBINARS AND RESOURCES MATERIALS:

- East Colorado SBDC Free E-Learning Videos <http://www.eastcoloradosbdc.com/training/free-elearning-videos>
- Highplains Library <http://highplains.libguides.com/business>
- SBA Learning Center Online Training & Videos <https://www.sba.gov/tools/sba-learning-center/search/training> Topics include: Sales: A Guide for the Small Business Owner; Marketing 101: A Guide to Winning Customers; Legal Requirements for Small Businesses; Introduction to Pricing; Small Business Employee Recruitment and Retention; Savings Plans for Small Businesses; Financing Options for Small Businesses; Cybersecurity for Small Businesses; Introduction to Accounting; How to Prepare a Loan Package; and much more.
- The [IRS Video portal](#) contains video and audio presentations on topics of interest to small businesses, individuals and tax professionals. You will find video clips of tax topics, archived versions of live panel discussions and webinars.

CLASS LOCATIONS:

Boulder SBDC	Bolder Library, Main Branch, 1001 Arapahoe Avenue, North Wing-Canyon Entrance, Boulder, CO 80302
Boulder SBDC - Longmont Satellite	Longmont Area Chamber of Commerce, 528 Main St. Ste. A, Longmont, CO 80501
East Colorado SBDC – Erie Satellite	Classes at Erie Community Library, 400 Powers Street, Erie, CO 80516 Consulting at Erie Chamber of Commerce 235 Wells Street, Erie, CO 80516
East Central Colorado SBDC – Firestone Satellite	Classes at Carbon Valley Library, 7 Park Avenue, Firestone, CO 80504 Consulting at Carbon Valley Chamber, 8308 Colorado Blvd. Firestone, CO 80504
East Central Colorado SBDC – Fort Lupton Satellite	Fort Lupton Chamber of Commerce, 321 Denver Ave., Fort Lupton, CO 80621
East Colorado SBDC – Mead Satellite	East Colorado Bank, 141 Main Street, Mead, CO 80524
East Colorado SBDC – Windsor Chamber of Commerce Satellite	Windsor Chamber of Commerce, 421 Main Street, Windsor, CO 80550
North Metro Denver SBDC	Front Range Community College, 3645 W. 112 th Ave. Room C1220, Westminster, CO 80030 (Inside Entrance 3 on Southeast side of campus)
North Metro Denver SBDC - Brighton Satellite	Historic Brighton City Hall, 22 S. 4 th Ave. #305, Brighton, CO 80601
North Metro Denver SBDC - Broomfield Satellite	Broomfield Business Resource Center, 2095 W. Sixth Ave., Ste. 109, Broomfield, CO 80020

Note: Some classes may be held at other locations, review registration for exact location/room.